

**Title:** Request for Supply Arrangement (RFSA) for the provision of Technical Services in support of Canadian International Development Assistance Projects and Programs.

**A. AMENDMENT TO THE REQUEST FOR SUPPLY ARRANGEMENT (RFSA)**

N/A

**B. QUESTIONS AND ANSWERS**

**Question 1:** I have been a monitor on a number of projects and in my review of the Generic TORs I can determine that services provided as monitor are consistent with a number of the tasks described, specifically within Strategic Research, Analysis and Advice; Development of Tools, Guidelines, Training and Capacity Development; and Institutional Performance Assessment, Reform and Relationship Building. Can you please provide an example of a monitoring service that does NOT fit within the technical services described in the Scope of Work in this RFSA?

**Answer 1:** DFATD will only consider activities which align with the activities listed and described in Part I, Section 4 "Generic Terms of Reference" and performed for a given sector or sub-sector as defined in the RFSA, as well as the level of effort to perform those activities.

**Question 2:** With respect to the educational requirement M1 states "The bidders proposed individual must have at least a Bachelor's degree from a recognized university", can you confirm if a Master degree but no Bachelor's degree qualifies? Also, do degrees from foreign universities qualify?

**Answer 2:** Bachelor degree is the mandatory minimum educational requirement. Therefore a Master degree satisfies the requirement as long as the degree is conferred by a recognised university.

**Question 3:** Do degrees from foreign universities qualify?

**Answer 3:** Yes.

**Question 4:** Upon examination of the RFSA Part I - Section 4: Generic Terms of Reference and Section 5: Evaluation Criteria a particular issue became apparent. Namely that we have some extremely strong candidates with relevant sectoral and technical service experience which adds up to over a 1,000 days that are spread over more than 3 assignments. We are interested to see whether there is a way to successfully incorporate more than three technical projects in the TECH-4A form.

**Answer 4:** To complete Form TECH – 4A, see Addendum #3 Answer 11 A).

**Question 5:** In the RFSA the form TECH-4A should not exceed 6 pages. Is it 6 pages per assignment, I mean per proposed individual or it is 6 pages for the overall aligned CVs?

**Answer 5:** See RFSA Part I, 1) Section 1 (i) "Instructions to Bidders" paragraph 9 "Technical Proposal", sub-section 9.7, 2) Form TECH-4A "Guidance to Bidders", and Section 5 "Evaluation Criteria", "General Instructions (For All Sectors) ", paragraph "Use of Forms " .

**Question 6:** Could you make available Form FIN-1 in Word version?

**Answer 6:** A protected Word version of Form FIN-1 is now available on GETS

## Addendum 4

SEL. : 2015-FC76100-SA-TS02

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**Question 7:** Seeing FIN-1, we thought that there would be others like FIN-2, but there is only FIN-1. Is that correct?

**Answer 7:** Yes.

**Question 8:** Can the bidder provide more information concerning the bidder outside of Forms TECH 1, TECH2, TECH 3 TECH 4a, 4b TECH, TECH 4c, and FIN-1?

**Answer 8:** See RFSA Part I, Section 1 (i) "Instructions to Bidders" 1) paragraph 9 "Technical Proposal", sub-paragraph 9.7, 2) paragraph 11 "Evaluation of the proposals" sub-paragraph 11.12 and 3) the "Guidance to Bidders" of FormsTECH-4A and TECH4B.

**Question 9:** We would like a clarification on the closing date for the reception of bids.

**Answer 9:** The closing date of the RFSA has been amended by Addendum # 2 from August 20, 2015 to September 30, 2015 at 14:00hrs, Eastern Standard/Eastern Daylight Saving Time (EST/EDT). Please refer to the tender published on the <https://buyandsell.gc.ca/procurement-data/tender-notice/PW-15-00691733> site for any updates.

**C. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**